

**Commissioners of St. Mary's County Meeting Minutes (Tuesday, July 18, 2017)**

Generated by Sharon Ferris on Tuesday, July 18, 2017

**Members present**

Commissioner President James R. Guy  
Commissioner Michael L. Hewitt  
Commissioner Tom Jarboe  
Commissioner Todd B. Morgan  
Commissioner John E. O'Connor  
Dr. Rebecca Bridgett, County Administrator  
Sharon Ferris, Recorder

**1. WELCOME**

Commissioner President Guy called the business meeting of the Commissioners of St. Mary's County to order at 1:00 pm in the Chesapeake Building meeting room, Governmental Center.

**Approval of Consent Agenda**

I move to approve the consent agenda, which includes the minutes of June 27, 2017, as presented.

Motion by Commissioner Tom Jarboe, second by Commissioner John E. O'Connor.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**2. PROCLAMATION(S)**

Proclamations were presented for:

**A. Buy Local**

**B. 27th Anniversary of the Americans with Disabilities Act**

**3. RECOGNITION****A. COMMISSION FOR PEOPLE WITH DISABILITIES - Annual Awards**

Awards were presented for:

**VOLUNTEER OF THE YEAR - Katherine Koch**

**NOTABLE EMPLOYER OF THE YEAR - Elements Restaurant**

**VICKI BROWN AWARD - Vincent Treglila (Adult)**

**VICKI BROWN AWARD - Morgan Slade (Youth)**

**CARE PARTNER AWARD - Mary Cheseldine**

**INNOVATIVE PROGRAM AWARD - Community with a Cause**

**4. COUNTY ADMINISTRATOR**

**A. DRAFT AGENDAS FOR JULY 25 AND AUGUST 1, 2017****B. CIRCUIT COURT FOR ST. MARY'S COUNTY, MD - Foster Care Court Improvement Project Award**

I move to accept the Foster Care Court Improvement Project grant award, Project MD1809, from the Maryland Judiciary Administrative Office of the Court, on behalf of the Circuit Court for St. Mary's County in the amount of \$5,575 and approve the budget amendment increasing the project budget by \$5,575, and decreasing the Commissioners' Appropriation Reserves, and authorize the Commissioner President to execute the related documents.

Motion by Commissioner John E. O'Connor, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**C. DEPT. OF RECREATION & PARKS - Friends of the Museums Memorandum of Understanding**

I move to approve the Memorandum of Understanding between the Commissioners of St. Mary's County, through the Museum Division of the Department of Recreation and Parks, and the Friends of the St. Clements Island and Piney Point Museums.

Motion by Commissioner Tom Jarboe, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, O'Connor

Abstain: Commissioner Morgan

**D. DEPT. OF PUBLIC WORKS AND TRANSPORTATION - Calvert County Solid Waste Memorandum of Understanding**

I move to approve and authorize the Commissioner President to execute the Memorandum of Understanding between the Commissioners of St. Mary's County and the County Commissioners for Calvert County.

Motion by Commissioner Tom Jarboe, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**E. DEPT. OF ECONOMIC DEVELOPMENT - Recommended Annual Fee-in-Lieu of the Purchase of Transferable Development Rights**

I move to approve the Fee-in-Lieu of the purchase of Transferrable Development Rights in the amount of \$20,000 for Fiscal Year 2018

Motion by Commissioner Todd B. Morgan, second by Commissioner John E. O'Connor.

Final Resolution: Motion Carries

Yea: Commissioner President James R. Guy, Commissioner Michael L. Hewitt, Commissioner Tom Jarboe, Commissioner Todd B. Morgan, Commissioner John E. O'Connor

**F. DEPT. OF AGING & HUMAN SERVICES - Revised FY2017 Notification of Grant Award (NGA) for the Title III Federal Grants for Aging Services**

I move to approve the revised Title III Older Americans Act grant award, projects US1702, 1704, 1705, 1706, 1708, 1709 and 1733 from the Maryland Department of Aging on behalf of the Department of Aging & Human Services for various programs and services provided to the seniors of St. Mary's County in the amount of \$320,815, and the six related budget amendments that include a net increase of \$10,630 in grant funding, and authorize the Commissioner President to execute the related documents.

Motion by Commissioner Tom Jarboe, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**G. OFFICE OF THE COUNTY ADMINISTRATOR - Approve Employment Contract**

I move to authorize the Commissioner President to sign the employment contract for the St. Mary's County Department of Public Works and Transportation Director with terms and conditions as indicated.

Motion by Commissioner John E. O'Connor, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**H. DEPT. OF HUMAN RESOURCES - 457 Deferred Compensation Plans and Follow-Up to Benchmark Report**

I move to enter into an agreement with Bolton Partners for the purposes of conducting an RFP to select a single 457 vendor with services to include; vendor search and evaluation, finalist interviews, vendor implementation, investment option selection and target date fund search; that Bolton Partners one-time fee for service is paid by the 457 Plan and that the St. Mary's County Manual of Personnel Policies and Procedures be updated to reflect the single provider approach.

Motion by Commissioner John E. O'Connor, second by Commissioner Tom Jarboe.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**5. COMMISSIONERS' TIME**

The Commissioners highlighted events attended over the past two weeks and provided general comments.

**6. EXECUTIVE SESSION**

**MOTION TO ENTER INTO EXECUTIVE SESSION**

I move to enter into Executive Session for the purpose of discussing real property and personnel issues.

Motion by Commissioner Tom Jarboe, second by Commissioner John E. O'Connor.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

#### A. PERSONNEL

##### PRESENT:

James R. Guy, President  
Michael L. Hewitt, Commissioner  
Tom Jarboe, Commissioner  
Todd B. Morgan, Commissioner  
John E. O'Connor, Commissioner  
Matthew Peter, LGIT Counsel (via teleconference)  
Dr. Rebecca Bridgett, County Administrator  
George Sparling, County Attorney  
Catherine Pratson, Director, Human Resources  
Christine Fleming, Recorder

Authority: §9-512(a)(1) of the *Local Government* Article of the Annotated Code of Maryland

Time Held: 2:35pm - 3:22 pm

Purpose: To discuss personnel issues.

#### B. REAL PROPERTY ACQUISITION

##### PRESENT:

James R. Guy, President  
Michael L. Hewitt, Commissioner  
Tom Jarboe, Commissioner  
Todd B. Morgan, Commissioner  
John E. O'Connor, Commissioner  
Dr. Rebecca Bridgett, County Administrator  
George Sparling, County Attorney  
Christine Fleming, Recorder

Authority: §9-512(a)(6) of the *Local Government* Article of the Annotated Code of Maryland

Time Held: 3:23 pm - 3:36 pm

Purpose: To discuss the purchase or disposition of real property.

#### C. PERSONNEL

##### PRESENT:

James R. Guy, President  
Michael L. Hewitt, Commissioner

Tom Jarboe, Commissioner  
Todd B. Morgan, Commissioner  
John E. O'Connor, Commissioner  
Dr. Rebecca Bridgett, County Administrator  
Catherine Pratson, Director, Human Resources  
Christine Fleming, Recorder

Authority: §9-512(a)(1) of the *Local Government* Article of the Annotated Code of Maryland

Time Held: 3:37 pm - 3:53 pm

Purpose: To discuss personnel issues.

#### D. PERSONNEL

##### PRESENT:

James R. Guy, President  
Michael L. Hewitt, Commissioner  
Tom Jarboe, Commissioner  
Todd B. Morgan, Commissioner  
John E. O'Connor, Commissioner  
Dr. Rebecca Bridgett, County Administrator  
Catherine Pratson, Director, Human Resources  
Bob Kelly, Chief Information Officer  
Christine Fleming, Recorder

Authority: §9-512(a)(1) of the *Local Government* Article of the Annotated Code of Maryland

Time Held: 3:55 pm - 4:25 pm

Purpose: To discuss personnel issues.

#### 7. ADJOURN

The meeting adjourned at 4:25 pm.

Minutes Approved by the Commissioners of St. Mary's County on July 25, 2017.

Christine Fleming, Administrative Assistant for  
Sharon Ferris, Senior Administrative Coordinator